1999 ANNUAL REPORT

OF THE

CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL

TO THE

BOARD OF PUBLIC EDUCATION

March 23, 2000

State of Montana

Certification Standards and Practices Advisory Council

2500 Broadway
Helena, Montana 59620-0601
(406) 444-6576
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March 23, 2000

Storrs Bishop, Chairperson
Members of the Board
Board of Pubic Education
2500 Broadway
Helena, Mt 59620-0601

Dear Mr. Bishop and Members of the Board:

The annual report of the Certification Standards and Practices Advisory Council provides an overview of the work performed on your behalf during the 1999 calendar year. On behalf of your Council and staff of CSPAC, we hope the summary of issues studied and the recommendations presented during the year have assisted you in your decision making process. We recognize the enormous responsibility placed upon the Board and we stand willing and able to assist you in accomplishing your vision for the children of Montana.

We were saddened to hear of the resignation of Pete Donovan, our Administrative Officer. We really appreciate everything that he has done for CSPAC and education in Montana. We wish him the best of luck in his new job. We hope to have the new Administrative Assistant on duty as soon as possible, but we are prepared to wait if the person selected is a practicing teacher. The Council is currently in the process of calling for RFP's that will study Professional Development in Montana.

The Council continues to be receptive to the challenges you have requested and looks forward to any additional roles you might envision in the future. It is my belief that the Council serves the educational community well by having a balance of viewpoints to thoroughly examine an issue and the resourcefulness to reach a consensus.

Sincerely yours,

Mark D. Lalum, Chair
Certification Standards and Practices Advisory Council

cc Pete Donovan, Customer Services Bureau Chief, Justice Information Systems Division of the Montana Department of Justice
Wayne Buchanan, Executive Secretary, Board of Public Education

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Mission Statement

The Certification Standards and Practices Advisory Council was created to investigate and advise the Board of Public Education on matters related to teacher, school administrator, and specialist certification of individuals admitted to practice in elementary and secondary schools in Montana. The scope of this investigation and advice includes pre-service and in-service education, professional practices and ethical conduct, teacher education programs, and renewal, denial, suspension, or revocation of certificates. In order to affect this mission, the Council gathers information on current and proposed practices in educator certification and education agencies and associations, and interested groups and individuals not necessarily involved in education. The Council may conduct appropriate research related to the forgoing areas of investigation by such means as trial programs and collection of data from current programs. The Council presents its findings and recommendations to the Board at least once a year and on other occasions as it deems necessary.

Professional Educators of Montana Code of Ethics

Preamble

Education in Montana is a public endeavor. Every Montanan has a responsibility for the schooling of our young people, and the state has charged professional educators with the primary responsibility of providing a breadth and depth of educational opportunities.

The professional conduct of every educator affects attitudes toward the profession and toward education. Aware of the importance of maintaining the confidence of students, parents, colleagues and the public, Montana educators strive to sustain the highest degree of ethical conduct. While the freedom to learn and the freedom to teach are essential to education in a democracy, educators in Montana balance these freedoms with their own adherence to this ethical code.

The Professional Educator in Montana:

Makes the well-being of students the foundation of all decisions and actions.

- ☐ Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical, or illegal practice of any person.
- ☐ Provides educational services with respect for human dignity and the uniqueness of the student.
- ☐ Safeguards the student's right to privacy by judiciously protecting information of a confidential nature.

Fulfills professional responsibilities with diligence and integrity.

- ☐ Enhances individual competence by increasing knowledge and skills.
- ☐ Exemplifies and fosters a philosophy of education which encourages a lifelong pursuit of learning.
- ☐ Contributes to the development and articulation of the profession's body of knowledge.
- ☐ Promotes professionalism by respecting the privacy and dignity of colleagues.
- ☐ Demands that conditions of employment are conducive to high-quality education.

Models the principles of citizenship in a democratic society.

- ☐ Respects the individual roles, rights, and responsibilities of the community; including parents, trustees, and colleagues.
- ☐ Assumes responsibility for individual actions.
- ☐ Protects the civil and human rights of students and colleagues.

Adopted by the Certification Standards and Practices Advisory Council on October 30, 1997

MONTANA CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL

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2000 MEMBERSHIP

Mark Lalum, Chair	Kalispell	Secondary Teacher
Bob Vogel, Vice Chair	Helena	Trustee
Gloria Curdy	Missoula	Library Media Specialist
Bruce Dunkle	Helena	Elementary Teacher
Joanne Mahoney	Kalispell	Teacher
Dr. Donald Robson	Missoula	Higher Education Faculty
Calvin Spangler	Shepherd	Superintendent

CSPAC Staff:

Peter Donovan E-mail: pdonovan@bpe.montana.edu	Administrative Officer
Cindy DeTienne E-mail: CDeTienne@bpe.montana.edu	Council Secretary

HIGHLIGHTS OF 1999 CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL MEETINGS:

Highlights of the January 26 & 27, 1999 Certification Standards and Practices Advisory Council Meeting

The Montana Certification Standards and Practices Advisory Council met on January 26 and 27, 1999 at the Higher Education Complex in Helena. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The Council makes recommendations to the Board of Public Education concerning certification issues, professional practices, and ethical conduct for educators in Montana.

Chairperson's Report:

Mr. Lalum called the meeting to order and reported on correspondence and articles collected since the October CSPAC meeting.

Council Administrative Officer's Report:

Mr. Donovan distributed draft copies of the 1998 CSPAC annual report. Mr. Donovan and Ms. Curdy reported on their attendance of the Western States Certification Conference in Redondo Beach, California. Mr. Donovan announced that the Board of Public Education will distribute applications in February for appointments to the 1999-2002 terms for the specialist and teacher positions on CSPAC.

Pre-Professional Preparation and Development Committee:

The Pre-Professional Preparation and Development Committee received an update from Dr. Ernie Rose, Chair, Montana Council of Deans of Higher Education and Dr. Larry Baker, Dean of Education, Montana State University-Bozeman on the higher education response to the recommendations of the recently completed qualitative study on the preparation of teachers practicing in Montana. Dr. Freshour also provided the committee with an update on the review process for teacher education program standards in Montana.

Professional Development and Renewal Committee:

The Professional Development and Renewal Committee reviewed the recommendations from the qualitative study on teacher preparation. The committee discussed the final report from the Montana Commission on Teaching. The committee reviewed information on the current status of distance education programs offered by the teacher preparation programs in Montana and elsewhere.

Research Projects Oversight Committee:

The Research Projects Oversight Committee received an initial report from Dr. Joanne Erickson, Montana State University-Bozeman, on a collaborative research project sponsored by CSPAC, MSBA and SAM regarding a survey on attracting and retaining school administrators in Montana. The committee reviewed general guidelines for use of the CSPAC research fund. The committee also discussed potential future research projects.

Certification and Endorsement Committee:

The Certification and Endorsement Committee received a presentation from Dr. Linda Carlsen and Ms. Marjorie O'Brien regarding the options for enhancing the flexibility for assigning secondary teachers to middle school settings. Ms. Sue Dandliker, Accreditation Specialist, OPI, informed CSPAC that a review of these certification policies should be conducted in tandem with the upcoming review of the accreditation standards as the two are interrelated. The CSPAC elected to refer this issue to the Board of Public Education Accreditation Committee for further consideration as appropriate. Mr. Bill Kennedy, Yellowstone County Commissioner, addressed the CSPAC with concerns about the difficulty for elected officials in meeting the 100 day classroom instruction requirement for certificate renewal. Mr. Kennedy was informed that he could forgo the 100 day experience requirement to renew his certificate by following the guidelines for reinstatement of a certificate, which includes completion of 8 college semester credits.

Ethics Committee:

The Ethics Committee received a presentation from Ms. Laura Nesbit Lowe, Hardin, regarding the need for school districts to have guidelines for ethical conduct in schools. The committee discussed the Board of Public Education recommendation to the OPI to require applicants for teacher certification in Montana to sign a statement on the application form which indicates the applicant has read the Professional Educators of Montana Code of Ethics. At the May CSPAC meeting, the committee will continue discussion on the issue of material nonperformance of educators in Montana.

Presentations:

Dr. Sharon Alexander, University of Montana-Missoula, Dr. Larry Baker, Montana State University-Bozeman, and Dr. Ernie Rose, Montana State University-Billings, discussed issues pertaining to distance education delivery in Montana.

Mr. Erik Burke, Chair, Montana Commission on Teaching, presented the Montana Commission on Teaching Final Report.

Dr. Donald Freshour, Director of Certification, Office of Public Instruction, presented information on the ongoing review of the Montana Teacher Education Program Standards.

Ms. Kimberly Kradolfer, Assistant Attorney General, presented information on the issues involved in substantial and material nonperformance of educator contracts in Montana.

Other Issues Reviewed by CSPAC:

The CSPAC reviewed legislation and passed a motion in support of legislation to require background checks for K-12 educators in Montana.

Highlights of the May 4 & 5, 1999 Certification Standards and Practices Advisory Council Meeting

The Montana Certification Standards and Practices Advisory Council met on May 4 and 5, 1999 on the campus of Montana State University – Billings.

Chairperson's Report:

Mr. Lalum called the meeting to order and reported on correspondence and articles collected since the October CSPAC meeting.

Council Administrative Officer's Report:

Mr. Donovan reported that he and Mr. Vogel presented the 1998 CSPAC annual report to the Board of Public Education in March. Mr. Donovan announced that the Board of Public Education will make two appointments to CSPAC at the May BPE meeting.

Pre-Professional Preparation and Development Committee:

The Pre-Professional Preparation and Development Committee received a report from Dr. Ernie Rose, Chair, Montana Council of Deans of Higher Education and Dr. Larry Baker, Dean of Education, Montana State University-Bozeman on the higher education response to the recommendations of the recently completed qualitative study on the preparation of teachers practicing in Montana. Mr. Bill Cooper provided the committee with an update on the review process for teacher education program standards in Montana. Mr. Gettel presented a summary of his attendance at a meeting held in March by the Institutions of Higher Education Portfolio Group.

Professional Development and Renewal Committee:

The Professional Development and Renewal Committee discussed professional development as it relates to current practices in Pupil-Instruction-Related-Days and staff development. The committee reviewed the recommendations from the qualitative study on teacher preparation and the recommendations from the final report from the Montana Commission on Teaching. The committee discussed information on the current status of distance education programs offered by the teacher preparation programs in Montana and elsewhere.

Ethics Committee:

The Ethics Committee completed its annual review of the Professional Educators of Montana Code of Ethics. The CSPAC decided to retain the current version of the code of ethics. The

committee discussed the revision of the application for teacher certification in Montana. The new application will require applicants for teacher certification in Montana to sign a statement on the application form which indicates the applicant has read the Professional Educators of Montana Code of Ethics. The CSPAC will provide the Office of Public Instruction with copies of the code of ethics for distribution. At the July CSPAC meeting, the committee will continue discussion on the issue of material nonperformance of educators in Montana.

Research Projects Oversight Committee:

The CSPAC approved a request from the Office of Public Instruction to provide funds (up to $2,600 in Fiscal Year 99-00) to support teacher and administrator participation in the Teacher Education Program Approval Process. The Council also approved a request from the School Administrators of Montana (up to $5,000 in Fiscal Year 99-00) to assist in the development of a professional practices manual for schools in Montana.

Certification and Endorsement Committee:

The Certification and Endorsement Committee discussed a survey by the Montana Association of School Administrators regarding areas of teacher shortages in Montana.

Presentations:

Dr. Larry Baker, Montana State University - Bozeman and Dr. Ernest Rose, Montana State University - Billings, presented a report on the higher education response to the recommendations of the MGT Qualitative Study on the Preparation of Elementary and Secondary Educators Practicing in Montana.

Mr. Bill Cooper, Deputy Superintendent, Office of Public Instruction, presented information on the ongoing review of the Montana Teacher Education Program Standards. Mr. Cooper participated in discussion of the implementation of the Higher Education Act, Title II. Representatives from the Office of Public Instruction, Board of Public Education, Office of the Commissioner of Higher Education and CSPAC will meet in May to discuss the implications of this federal legislation.

Dr. Gloria Gregg, Montana State University - Bozeman, presented a report entitled, "A Study of the Shortage of School Administrators in Montana." The study was a collaborative project sponsored by the CSPAC, Montana School Boards Association and School Administrators of Montana. Dr. Gregg also reported on an upcoming academy for school principals in Montana.

CSPAC Forum:

The CSPAC will host an education forum on July 14, 1999. The forum will focus on an examination of the roles of the state agencies, teacher preparation programs, school districts and individual K-12 educators in designing effective professional development programs.

Highlights of the July 14, 15 & 16, 1999 Certification Standards and Practices Advisory Council Meeting

The Montana Certification Standards and Practices Advisory Council met on July 14, 15 and 16, 1999 at the Higher Education Office, 2500 Broadway, Helena.

CSPAC Educators Forum on Professional Development:

The Certification Standards and Practices Advisory Council hosted the Montana Educator's Forum on Professional Development on July 14 in Helena. Approximately 50 individuals participated in the daylong forum. The forum recommendations will be utilized in development of CSPAC's next major research project. The recommendations from the forum are available upon request to the CSPAC office.

CSPAC & Montana Commission on Teaching Joint Meeting

The CSPAC and the Montana Commission on Teaching held a joint meeting on July 15 to review the MCT recommendations and to discuss future plans for implementing the MCT recommendations.

Chair's Report:

Mr. Lalum called the meeting to order and reported on correspondence and articles collected since the October CSPAC meeting.

Council Administrative Officer's Report:

Mr. Donovan reported on a survey he conducted of professional practices related to teacher certification in the western states. Mr. Donovan presented the survey results at the Annual Conference of the National Association of State Directors of Teacher Education and Certification in June.

Pre-Professional Preparation and Development Committee:

Dr. Donald Freshour, Office of Public Instruction, provided the committee with an update on the ongoing review process for teacher education program standards in Montana.

Professional Development and Renewal Committee:

The Professional Development and Renewal Committee discussed a presentation on distance learning by Mr. John Kuglin, Director of Education Outreach, University of Montana – Missoula. The committee also reviewed the recommendations of the Montana Commission on Teaching relative to professional development.

Ethics Committee:

The Ethics Committee discussed a presentation by Mr. Lance Melton, General Council and Director of Government relations, MSBA and Ms. Elizabeth Kaleva, General Council, MSBA on the issues of material nonperformance of educator contracts. The CSPAC passed a motion to present the *Professional Educators of Montana Code of Ethics* to the Board of Public Education for further direction on the implementation of the Code of Ethics.

Research Projects Oversight Committee:

The CSPAC directed the Research Projects Oversight Committee to develop a request for proposals to conduct a study based upon the recommendations from the Montana Educator's Forum on Professional Development.

Certification and Endorsement Committee:

The Certification and Endorsement Committee discussed the issue of creating levels of certification for educators in Montana. This issue will be a future agenda topic for the committee.

Presentations:

Mr. Erik Burke, Governor's Office, reported on the CSPAC/MCT Montana Commission on Teaching joint meeting and plans for implementing the recommendations of the MCT.

Dr. Donald Freshour, Office of Public Instruction, reported on the ongoing review of the teacher education program standards.

Mr. John Kuglin, University of Montana – Missoula, presented an overview of distance learning programs in development at the University of Montana – Missoula.

Mr. Lance Melton and Ms. Elizabeth Kaleva, Montana School Boards Association, reported on the issue of material nonperformance of educator contracts in Montana.

CSPAC 1999-2000 Meeting Calendar:

October 7 & 8, 1999	**Higher Education Complex**	**Helena**
January 27 & 28, 2000	**Higher Education Complex**	**Helena**
May 4 & 5, 2000	**U of M Center at Salmon Lake**	**Salmon Lake**
July 19, 20 & 21, 2000	**Higher Education Complex**	**Helena**

Highlights of the October 7 & 8, 1999 Certification Standards and Practices Advisory Council Meeting

The Montana Certification Standards and Practices Advisory Council met on October 7 and 8, 1999 at the Higher Education Office, 2500 Broadway, Helena.

Goal Setting Session:

Mr. Doug Mitchell, The Mitchell Group, facilitated a four-hour goal setting session with the CSPAC. The CSPAC will consider final adoption of its goals at the January CSPAC meeting.

Chair's Report:

Mr. Lalum called the meeting to order and reported on correspondence and articles collected since the July CSPAC meeting.

Council Administrative Officer's Report:

Mr. Donovan reported on meetings he has attended since the July CSPAC meeting. He distributed copies of the 1999-2000 CSPAC newsletter and brochure and discussed plans for preparation of the 1999 CSPAC annual report to the Board of Public Education.

Pre-Professional Preparation and Development Committee:

Ms. Gloria Curdy and Dr. Donald Freshour, Office of Public Instruction, provided the committee with an update on the ongoing review process for teacher education program standards in Montana.

Professional Development and Renewal Committee:

The Professional Development and Renewal Committee reviewed Section G on the 1999-2000 OPI Fall Report that addresses issues in recruitment and retention of certified staff in Montana. The committee reviewed a report from John Graves regarding the Systemic Teacher Excellence Preparation (STEP) program. The committee discussed the possibility of establishing guidelines for distance delivery of education courses in Montana.

Ethics Committee:

The CSPAC passed a motion to recommend the Board of Public Education recognize the importance of, but not officially adopt the *Professional Educators of Montana Code of Ethics*.

Research Projects Oversight Committee:

The CSPAC directed the Research Projects Oversight Committee to develop a request for proposals to conduct a study based upon the recommendations from the Montana Educator's Forum on Professional Development and the findings of the state-wide stakeholders meeting on professional development to be held on October 30, 1999. Mr. Loran Frazier reported on development of a professional practices manual for school districts in Montana.

Certification and Endorsement Committee:

The Certification and Endorsement Committee discussed the issue of creating levels of certification for educators in Montana. The committee initiated discussion on national trends in testing for teacher certification. The committee also discussed teacher shortages in Montana and barriers for out-of-state applicants for certification in Montana.

Presentations:

Mr. Erik Burke, Governor's Office, provided an update on the activities of the Montana Commission on Teaching.

Ms. Gloria Curdy, reported on her participation on the Montana Accreditation Standards Task Force. Ms. Curdy collected a survey from the CSPAC members regarding feedback on accreditation issues in Montana.

Dr. Donald Freshour, Office of Public Instruction, reported on the ongoing review of the teacher education program standards.

Dr. Donald Freshour and Ms. Marilyn Roberts, Office of Public Instruction, reported on barriers for out-of-state applicants for certification in Montana.

Dr. Gloria Gregg, Montana State University-Bozeman and Ms. Pep Jewell, Principal, C.R. Anderson Middle School, presented a report on the Principal Leadership Academy that was sponsored by MSU-Bozeman and University of Northern Colorado in June, 1999.

Ms. Denise Juneau, Indian Education Specialist, Office of Public Instruction and Ms. Ellen Swaney, Director of American Indian Achievement, Commissioner of Higher Education presented a report on recruitment and retention of minority students in K-12 schools and Higher Education programs in Montana.

CSPAC Goals for 1999

Long Range Goals:

1. Study and make recommendations to the Board of Public Education on the status and efficacy of approved teacher education programs in Montana.

2. Study and make recommendations to the Board of Public Education in the areas of precertification training and educational requirements and in certification renewal requirements and procedures.

3. Study and make recommendations to the Board of Public Education on policies related to the denial, suspension and revocation of teacher's certificates and the appeals process.

4. Study and make recommendations to the Board of Public Education on the feasibility of establishing standards of professional practices and ethical conduct.

Short Term Goals:

1. Study and make recommendations to the Board of Public Education on options for levels of certification.

2. Study the professional development opportunities and requirements.

3. Continue to study the Review of the Montana Teacher Education Program Standards.

4. Continue studying the state's progress of recruitment and retention of minority students in education, to include opportunities for continued dialog with tribes and tribal colleges.

5. Serve as a resource for the review of professional practices, including fingerprinting and background checks, that promotes school safety and enhances the profession of certified educators.

6. Continue to identify and study of off-campus and distance learning programs for preservice and inservice teacher education from both in and out-of-state providers.

7. Work cooperatively with the Montana Policy Team of the National Commission on Teaching and America's Future to develop recommendations to the Montana Board of Public Education for the improvement of the climate for teacher training and development.

8. To study the teacher assessment process that leads to teacher certification.

9. Continue to work to improve communications between the Board of Public Education and the Certification Standards and Practices Advisory Council.

10. Work to improve communications and cooperation between other education groups and agencies and the Certification Standards and Practices Advisory Council.

11. Continue to study and encourage the implementation of mentoring in the state of Montana.

12. Develop materials and resources that inform the profession.

CSPAC Goals for 2000

Long Range Goals:

1. Study and make recommendations to the Board of Public Education on the status and efficacy of approved teacher education programs in Montana.

2. Study and make recommendations to the Board of Public Education in the areas of precertification training and educational requirements and in certification renewal requirements and procedures.

3. Study and make recommendations to the Board of Public Education on policies related to the denial, suspension and revocation of teacher's certificates and the appeals process.

4. Study and make recommendations to the Board of Public Education on the feasibility of establishing standards of professional practices and ethical conduct.

5. Continue to work to improve communications between the Board of Public Education and the Certification Standards and Practices Advisory Council.

6. Work to improve communications and cooperation between other education groups and agencies and the Certification Standards and Practices Advisory Council.

Short Term Goals:

1. Follow up on the 1999 Forum on Professional Development with a needs assessment and research fund project.

2. Study multi-level teacher certification.

3. Continue to study the implications of distance learning for teacher certification.

4. Continue to study emerging issues in teacher testing.

5. Participate in the five year review process for the Teacher Education Program Standards.

6. Study strategies to reduce barriers to teacher certification in Montana.

7. Staff and Executive Committee will examine the current role of CSPAC.

8. Work with the Board of Public Education to explore the possibility of expanding the role of CSPAC.

9. Work with the education community to develop consensus on the application of the Professional Educators of Montana Code of Ethics.

10. Develop recommendations on fingerprinting for K-12 educators in Montana.

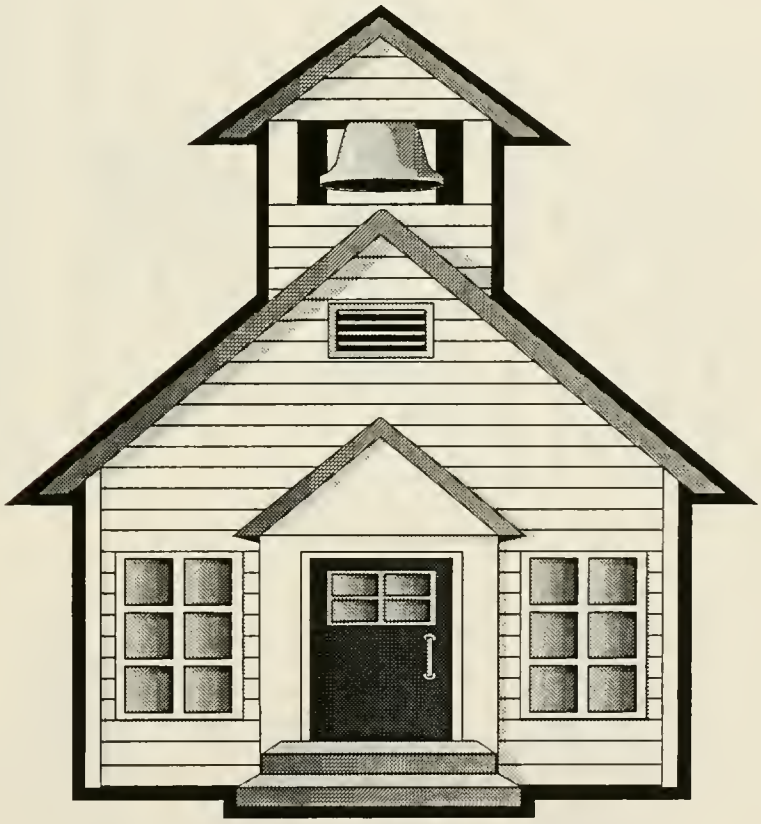
11. Continue to monitor charter schools policy and its relationship to certification issues in Montana.

12. Continue dialogue with higher education on teacher preparation and certification issues.

13. Conduct a Summer Forum on a relevant topic in teacher preparation and certification in July of 2000.

CSPAC PUBLICATIONS

IN 1999



Professional Practices and Ethical Conduct

Another function of the Council is to examine standards for professional practices and ethical conduct. Copies of the Code of Ethics for Montana Educators are available from the Council office. The Code is intended to develop public and professional awareness of what constitutes professional conduct of educators.

The Council views the code as a document which changes in response to those it serves. The CSPAC recently recommended that the Code of Ethics be included in the certification packets for educators in Montana. The Code of Ethics is now included as an integral part of the certification process.

Denial, Suspension and Revocation of Teaching Certificates

The Council has a strong interest in studying the current policies and practices in Montana for the denial, suspension and revocation of certificates. Because the Council is comprised of people directly involved in the field of education, its work in this area represents a way for Montana educators to share the responsibility for "policing their own ranks."

In recent years the Council has studied the issue of requiring background checks and fingerprinting for K-12 educators in Montana. The Council passed a recommendation to the Board of Public Education in support of legislation to create a requirement for background checks and fingerprinting of teachers in Montana. The CSPAC is also studying the issue of material nonperformance in K-12 schools.

Serving the Profession and the Public

Montana's Certification Standards and Practices Advisory Council is committed to serving the profession of education and the public interest. Members of the Council are available to speak to educators or the public about the work of the Council.

The Council welcomes the interest and participation of educators and the public. Their suggestions, recommendations, questions, and concerns are always of interest to the Council. Notice of Council meetings and minutes are available upon request to anyone who writes:

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Council Membership

Chair: **Mark Lalum**, Secondary Teacher, Kalispell

Vice-Chair: **Bob Vogel**, School Trustee, Helena

Gloria Curdy, Library Media Specialist, Missoula

Bruce Dunkle, Elementary Teacher, Helena

Joanne Mahoney, Teacher, Kalispell

Dr. Donald Robson, Higher Education, Missoula

Calvin Spangler, School Administrator, Shepherd

CSPAC Staff

Peter Donovan, Administrative Officer

Cindy DeTienne, Secretary

The 1999-2000

Montana Certification Standards and Practices Advisory Council

Working for Continued Quality in the Education Profession

Montana's Certification Standards and Practices Advisory Council

The Certification Standards and Practices Advisory Council was established by the Montana Legislature in 1987. Its members are appointed by the Board of Public Education. Members serve three year terms.

Membership

The Council has seven members. The membership must include:

* one elementary teacher (K-8)
* one secondary teacher (9-12)
* one specialist or K-12 specialist
* one additional teacher representative from any of the above categories
* one faculty member from an approved teacher education program offered by an accredited teacher education institution
* one school administrator
* one school district trustee

Council Funding

The certification fee in Montana is $6 for each year of the term of the certificate. In 1999 the Montana Legislature designated $4 of each yearly certification fee for the operation of the Council. The Legislature appropriated the remaining $2 of the fee for maintenance of the CSPAC research fund. This fund is to be used by the Council to provide research on the issues before the Council.

Operation

The Council elects its own officers and meets quarterly to conduct its business. All meetings are open to the public and are frequently attended by members of professional organizations. Once a year the Council meets on the campus of a Montana college which offers a teacher preparation program. The Council encourages educators to attend CSPAC meetings and to voice their questions and concerns on certification issues in Montana.

In addition to the work of the Council's staff, technical assistance is provided by the staff of the Office of Public Instruction.

The Council researches various issues, writes draft administrative rules and provides recommendations for policy changes to the Board of Public Education. In addition to its own projects, the Council considers matters referred by educators, professional organizations, the Office of Public Instruction, and Montana citizens.

Duties of the Council

The Council studies and makes recommendations in the following areas:

* certification standards
* teacher education programs in Montana
* standards for professional practices and ethical conduct
* policies on suspension, denial and revocation of teaching certificates

Certification

The Council examines all aspects of the certification process for teachers, administrators and specialists. These aspects include the training required for certification, as well as the number and types of endorsements and certificates.

Questions on certification can be numerous and complex, but the Council believes that the answers are important. Good standards and practices for certification are one of the best safeguards Montanans have for quality education.

The Council recently reviewed a study by the Montana Association of School Administrators regarding areas of teacher shortages in Montana. CSPAC also worked in collaboration with the Montana School Boards Association and the School Administrators of Montana to sponsor a study of the shortage of school administrators in Montana. CSPAC plans to conduct research on the levels of certification in Montana.

Teacher Education Programs

Also important to ensuring quality in the profession is maintaining and improving teacher education programs in Montana. To this end, the Council has examined the process utilized by the Board of Public Education to review the teacher education program standards.

The Council also sponsored a qualitative study in 1998-99 in which 200 Montana teachers were interviewed to determine the relevancy of the training they received in college for preparing them to teach. Copies of the final report from the study are available upon request from the CSPAC office.

Additionally, the Council has prepared a report on strategies for improving the recruitment and retention of minorities in the teaching profession.

Beginning Teacher Support

The Council has published a self-help manual for schools and districts wishing to initiate beginning teacher mentorship programs, **The Single Best Thing**. The manual is the product of a three year research project conducted in Montana schools. The research concluded that pairing a veteran teacher with a beginning teacher during their first year of teaching facilitates the pace and quality of the new teacher's development.

Montana Certification Standards and Practices Advisory Council

Treasure State Adviser

News on Issues in Preparation, Certification and Professional Development of Elementary & Secondary Educators in Montana.

Autumn, 1999

CSPAC

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CSPAC Hosts Forum on Professional Development

The Certification Standards and Practices Advisory Council sponsored an educator's forum on July 14, 1999. The forum featured a nine-member panel presentation and small group discussions on the topic of strategies for enhancing the professional development opportunities for educators in Montana. Forum participants developed a series of recommendations that will be utilized as the basis for the next major research project sponsored by CSPAC.

Recommendations From
The Montana Educator's Forum on Professional Development
To
The Certification Standards and Practices Advisory Council

Research Recommendations:

1. Conduct a study of present practices, needs and best practices in professional development.
2. Investigate models of licensure that require professional development for advancement through levels or stages of licensure.
3. Examine other state frameworks for professional development to identify best practices and frameworks that will address the common needs for professional development identified by educators in Montana.

Development Recommendations:

1. There should be a strategic approach to professional development to improve the skills of the educators, to meet student needs and to be accountable to other stakeholders.
2. Prioritize the needs identified in the statewide study on professional development.
3. Mechanisms be identified and implemented so that professional development becomes an integral part of an educators job.
4. Develop a consistent mechanism to ensure professional development accountability.
5. Develop incentives for participation in professional development activities.

Communication Recommendations:

1. Communicate results of the study on present practices, needs and best practices in professional development to all stakeholders to increase dialogue and communication on this issue.
2. Communicate the needs of time and money to the Legislature relative to professional development tied to school accreditation.
3. Lay down a foundation for the Legislature to create an understanding of the need for professional development.
4. Communicate that professional development is for "all" educators.

A Note From the CSPAC Chair

Greeting Fellow Educators:

It is hard to believe that another year is upon us. As I start my twenty-fifth year of teaching, I find myself as excited about teaching as that first day twenty-five years ago. This is a great time for education, with exciting things happening. I wish each and everyone the best year possible. Many times in education we can get caught up in the issues facing us. We must always remember why we are in education, and that is to provide the best education possible for our students. If we make decisions based on what is best for students we can not go wrong.

The Certification Standards and Practices Advisory Council was created in 1987 upon the passage of Senate Bill 344 and is charged with the statutory duty to advise the Board of Public Education on matters related to teacher certification; preservice and inservice; ethical conduct; denial, suspension or revocation of certificates. Funding for the council comes from the fees charged for renewal and new teaching certificates. To facilitate its goals, the council can gather information from agencies, groups and individuals; conduct appropriate research; establish trial programs or collect data from current programs. The council presents its findings, recommendations and activities at each of the Board of Public Education meetings.

In July, the council held a forum to discuss the topic of professional development. At our October meeting the council will look specifically at the recommendations and determine which ones the council will take on as projects for the coming year. The recommendations of the forum can be found on page one of this newsletter.

The council is also in the process of working with Office of Public Instruction in the review of Chapter 58, which are the standards for teacher preparation programs in Montana. Many of you have been involved in the review process. I thank you for your time and effort. Your input is essential in maintaining quality teacher preparation programs in Montana.

Our meetings are held quarterly, and we would welcome your input and thoughts. Our agendas are available from the office at 2500 Broadway in Helena. Contact the office or any council member if you wish to provide input, agenda items or to request a meeting schedule. If I can be of any assistance to you, please do not hesitate in contacting me.

Respectfully,

Mark D. Lalum

Chair, CSPAC

Professional Educators of Montana Code of Ethics

Preamble

Education in Montana is a public endeavor. Every Montanan has a responsibility for the schooling of our young people, and the state has charged professional educators with the primary responsibility of providing a breadth and depth of educational opportunities.

The professional conduct of every educator affects attitudes toward the profession and toward education. Aware of the importance of maintaining the confidence of students, parents, colleagues and the public, Montana educators strive to sustain the highest degree of ethical conduct. While the freedom to learn and the freedom to teach are essential to education in a democracy, educators in Montana balance these freedoms with their own adherence to this ethical code.

The Professional Educator in Montana:

Makes the well-being of students the foundation of all decisions and actions.

- ☐ Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical, or illegal practice of any person.
- ☐ Provides educational services with respect for human dignity and the uniqueness of the student.
- ☐ Safeguards the student's right to privacy by judiciously protecting information of a confidential nature.

Fulfills professional responsibilities with diligence and integrity.

- ☐ Enhances individual competence by increasing knowledge and skills.
- ☐ Exemplifies and fosters a philosophy of education which encourages a lifelong pursuit of learning.
- ☐ Contributes to the development and articulation of the profession's body of knowledge.
- ☐ Promotes professionalism by respecting the privacy and dignity of colleagues.
- ☐ Demands that conditions of employment are conducive to high-quality education.

Models the principles of citizenship in a democratic society.

- ☐ Respects the individual roles, rights, and responsibilities of the community; including parents, trustees, and colleagues.
- ☐ Assumes responsibility for individual actions.
- ☐ Protects the civil and human rights of students and colleagues.

Adopted by tbe Certification Standards and Practices Advisory Council on October 30, 1997

Reports From the CSPAC Committees

The Advisory Council has been assigned, by the legislature, six broad areas of study: teacher, specialist, and administrator certification standards; standards of professional practices and ethical conduct; the status and efficacy of approved teacher education programs in Montana; and policies related to denial, suspension and revocation of teaching certificates.

The Council handles issues through delegation to one of four committees. Each committee reports here on recent projects within the committee.

Certification and Endorsement

The Certification and Endorsement Committee studies a variety of certification issues. The Council makes recommendations to the Board of Public Education regarding new areas of endorsement.

The committee reviewed a survey by the Montana Association of School Administrators regarding areas of teacher shortages in Montana. The committee also reviewed a report entitled, "A Study of the Shortage of School Administrators in Montana," a collaborative study sponsored by the CSPAC, Montana School Boards Association and the School Administrators of Montana. The committee plans to conduct research on the levels of certification in Montana.

Professional Ethics

The Professional Ethics Committee studies and makes recommendations on matters concerning the professional practices and ethical conduct of educators.

During the past year the committee conducted its annual review of the "Professional Educators of Montana Code of Ethics." The CSPAC made a recommendation to the Board of Public Education to require applicants for teacher certification in Montana to sign a statement on the application form which indicates the applicant has read the Code of Ethics. The Board of Public Education approved the recommendation. The Office of Public Instruction has included this item on the new certification application. CSPAC is providing copies of the Code of Ethics to OPI for distribution with the application materials. The committee also examined the issue of material nonperformance of educator contracts.

Pre-Professional Preparation and Development

The Pre-Professional Preparation and Development Committee initiates studies and makes recommendations regarding pre-certification and re-certification requirements for teachers, administrators and specialists.

The Pre-Professional Preparation and Development Committee reviewed a report on the Higher Education response to the recently completed CSPAC study on the preparation of teachers practicing in Montana. The committee is also monitoring the Teacher Education Program Standards review process that is being conducted by the Office of Public Instruction.

Professional Development and Renewal

The Professional Development and Renewal Committee initiates studies and recommendations on re-certification training and education requirements for teachers, administrators and specialists.

The Professional Development and Renewal Committee reviewed distribution of the manual for mentorship of beginning teachers in Montana, The Single Best Thing. A copy of the manual may be obtained free of charge by contacting the CSPAC office.

The committee reviewed the final report of the Montana Commission on Teaching. CSPAC held a joint meeting with the Montana Commission on Teaching in July. The committee initiated discussions of the emerging implications of distance delivery of in-service education for educators.

Research Projects Oversight

The Research Projects Oversight Committee monitors progress of ongoing and future research projects sponsored by the CSPAC.

The committee recommended approval of up to $2,600 to support teacher participation in the Teacher Education Program Standards approval process. The committee also recommended spending up to $5,000 to develop a professional practices manual for schools in Montana. CSPAC approved both recommendations. The committee will prepare an RFP to conduct a study based on the recommendations of the July Educators Forum on Professional Development.

Fingerprinting and Criminal Background Checks for School Employees in Montana?

On October 8, 1998, President Clinton signed the Volunteers for Children Act. This federal law permits any "qualified entity" to use fingerprint-based national criminal history background checks to screen out employees and volunteers with relevant criminal records. The definition of qualified entity is expansive: "Any business or organization that provides care, treatment, education, training, instruction, supervision, or recreation for children, the elderly or individuals with disabilities, -- whether public, private, for-profit, not-for-profit, or voluntary." Therefore, the Volunteers for Children Act currently provides schools with the authority to use fingerprints to identify backgrounds of all current and prospective employees and volunteers.

The purpose of the criminal history check is to determine if a prospective or current employee or volunteer has been convicted of a crime that affects his or her fitness to have responsibility for the safety and well-being of members of the most vulnerable groups in our society -- children, the elderly, or individuals with disabilities.

Courts are increasingly holding employers liable for negligent hiring practices. There is a duty of care when there is a foreseeable risk of injury to others arising from the failure to take necessary steps, such as background checks, to prevent such injury. The duty of care is elevated in cases involving vulnerable groups.

Representative Bob Lawson sponsored House Bill 590 during the 1999 Montana Legislative Assembly. The bill was designed to provide structure and establish parameters for the implementation of the Volunteers for Children Act as it pertains to the use of fingerprints in reviewing the backgrounds of those who work with children. The bill would have limited the application of the federal act by requiring fingerprints and background checks for only first-time applicants for teacher, administrator or specialist certification in Montana. The bill would also have narrowed the application of the federal act for classified employees and volunteers by limiting the use of fingerprints and background checks to applicants who would have regular, unsupervised contact with children. House bill 590 was approved by the House of Representatives, but was eventually tabled by the Senate Education and Cultural Resources Committee.

Thirty-four states including the District of Columbia have adopted laws regarding fingerprinting and background checks for teacher certification and/or teacher employment. Montana has the distinction of being the only western state that has not passed legislation on fingerprinting and background checks for educators.

As awareness of the Volunteer for Children Act continues to grow, the Montana Legislature will undoubtedly receive increased pressure from educators, school districts and the public to adopt state laws to provide structure for the implementation of the federal law in reviewing the backgrounds of individuals who work with children. Continued growth in either the number of negligent hiring cases filed throughout the country or increases in the number of states adopting laws on fingerprinting and background checks for educators may help to facilitate legislative action in Montana.

Please contact the CSPAC office (406) 444-6576 to request additional information on the issue of fingerprinting and background checks for educators in Montana. To review detailed information on the Volunteers for Children Act and liability issues for organizations, please visit the National Foundation to Prevent Child Sexual Abuse web page on the internet: http://www.childsexualabuse.com. Mr. Lance Melton, General Counsel and Director of Government Relations, Montana School Boards Association, (406) 442-2180 worked with Representative Lawson on the development and presentation of House Bill 590 and is an excellent resource person on this topic.

1999-2000 CSPAC Meeting Calendar

October 7 & 8	*Higher Education Complex*	*Helena*
January 27 & 28	*Higher Education Complex*	*Helena*
May 4 & 5	*U of M Center at Salmon Lake*	*Salmon Lake*
July 19 – 21	*Higher Education Complex*	*Helena*

Introducing the Certification Standards and Practices Advisory Council

The Certification Standards and Practices Advisory Council, created by the 1987 legislature, is composed of seven members and meets quarterly. The Council makes recommendations to the Board of Public Education regarding certification issues, professional practices, and ethical conduct for Montana educators.

Advisory Council members and Staff (from left to right): **Calvin Spangler**, school administrator, Shepherd; Chair **Mark Lalum**, teacher, Flathead High School, Kalispell; **Gloria Curdy**, Library Media Specialist, Big Sky High School, Missoula; **Dr. Wayne Buchanan**, Executive Secretary; **Joanne Mahoney** teacher, Evergreen Elementary School, Kalispell; **Bruce Dunkle**, teacher, Helena Middle School, Helena; **Cindy DeTienne**, Secretary; **Dr. Donald Robson**, Higher Education Faculty, University of Montana, Missoula; Vice-Chair **Bob Vogel**, trustee, Helena Public Schools; and **Peter Donovan**, Administrative Officer.

How to Place Issues Before the Council

Educational organizations, agencies or individuals may present a request, in writing, that the Council consider an issue affecting the certification of teachers, administrators, or specialists in Montana. Certification includes: teacher preparation; standards for certification; standards for professional practices and ethical conduct; and policies on suspension, revocation and denial of certificates.

All requests must include the following information:

a. The name of the individual or organization submitting the request.

b. A statement of the nature and extent of the issue or concern.

c. A summary of the proposal or recommendation.

d. A statement of the certification rules or policies which would be affected if the proposal were implemented.

e. A synopsis of the effects implementation would have on K-12 certification practices in Montana.

f. A list of organizations which support the proposal.

All requests must be received in the CSPAC office twenty (20) days prior to a Council meeting if the item is to be placed on the agenda for consideration by the Council. Please contact the CSPAC office to request a standardized form for placing issues before the Council.

The Treasure State Adviser

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